

**Jefferson County Local Emergency Planning Committee
Minutes
October 16, 2024**

The Regular Bi-Monthly meeting of the Jefferson County LEPC was held at Hospice of the Panhandle on Wednesday, October 16, 2024. Those present were: John Bresland, Citizen/Chairman; Stephen Allen, JC OHSEM/Information Coordinator; Dick Myers, JC OHSEM; Dr. Terrence Reidy, Jefferson County Health Department; Brandon Wonder, Jefferson County Health Department; Adaira Jenkins, Hospice of the Panhandle/Secretary; Sandy Green, WVEMD Liaison; Drew Jenkins, CBP/ATC; George Wilson, Jefferson County ESA; David Tabb, Citizen; Rich Clawson, Animal Welfare Society; Ryan Levins, National Park Service-Harpers Ferry.

I. Call to Order – John Bresland called the meeting to order at 0821 hours.

II. Pledge of Allegiance and Moment of Silence – Led by David Tabb

III. Minutes

1. Minutes of the previous meeting were presented by John Bresland. Dick Myers moved to approve the minutes, seconded by Steven Allen. Motion approved.

IV. Financial Report

1. One check made out to Positive Promotions for Jefferson Co. Fair Materials for \$1237.60 and \$550.00 spent on Jeff Co Fair booth rental and tickets. Mr. Allen advised we had a balance as of September 30, 2024 of \$1970.97 after expenses. Also, it was reported that there was a \$13,223.08 balance in the Mass Fatality account. One check was made out to Jefferson County Schools for Stop the Bleed materials, leaving the Mass Fatality account balance at \$10223.08. Dr. Terrence Reidy made a motion to approve the financial report, Ryan Levins seconded the motion. Report was approved.

IV. Unfinished Business

1. Reports from Committees

- a. By-Laws Committee – Dick Myers – Chair

- i. Mr. Myers advised everyone received email copy of by-laws with August notifications. By-laws were accepted and approved as is at meeting on August 14, 2024.

- b. Budget Committee – Ed Smith – Chair

- i. Mr. Allen personally purchased two “go bags” to raffle off at Jeff. Co. Fair. Steve requested reimbursement for the purchase of the “go bags” in the amount of \$83.50 each, total of \$167.00. Drew Jenkins made a motion to approve reimbursement to Mr. Allen, David Tabb seconded the motion. Motion approved.

- c. Exercise Sub-Committee – Donnie Grubb – Chair

- i. Not present. Nothing to report at this time.

- d. Membership Committee – Steve Allen – Chair

- i. American Water WV has a local representative in Jefferson County, Dawn Shoemaker and they have expressed interest in being a member of the LEPC. American Water WV has purchased Jefferson Utilities.
- ii. Concern about lack of participation from businesses that report hazardous materials which is a concern. Additional concerns about lack of representation from hospital system, nursing homes, etc. Would like to make contact with these businesses to request participation in the LEPC.

- e. Public Awareness Committee – Donnie Lee Grubb III – Chair
 - i. Not Present. Nothing to report at this time.
- f. Training and Education – Donnie Grubb – Chair
 - i. Not Present. Nothing to report at this time.

2. Exercises

- a. 2024 WV Homeland Security Region 3 Exercise Series
 - i. Mr. Green reported Berk Co. Full scale exercise was scheduled for 11/6 and after-action reports are currently being worked on and will be finalized after Berk Co. full scale exercise. Team deployed to NC for last three weeks to assist with disaster recovery effort, unsure how this will impact completion of full-scale exercise. Plan for next year is to have two separate exercises: tabletop then functional. There will be a full scale for only those that want to put boots on the ground.
 - ii. Integrated Preparedness Planning Workshop (IPPW) is on 10/30 is a way for all of us to have input on what our training and exercise will look like for the next three years. Everyone should have received an invitation. The workshop is in Romney and participants need to register. Mr. Green will resend the invitation.
 - iii. Regional LEPC meeting tomorrow 10/17 in Jefferson Co. at the maintenance building.
- b. 2023 Reunification Functional Exercise Jefferson County Sheriff's Office
 - i. Mr. Allen and Mr. Green advised the exercise scheduled with C.W. Shipley practice/evacuation reunification scheduled for November. Staff to be trained in reunification processes. Mr. Myers shared there was a recent Board of Education safety meeting that discussed the exercise with a proposed date of November 13.
- c. Active Attack Integrated Response (AAIR) Training
 - i. Mr. Green advised there was minimal registration for the class, so the class was pulled/not held.
 - ii. Mr. Green advised there is no change. Will go to all agencies in the region to get commitments law enforcement, fire/EMS for the 2- two-day classes. Will get a rescheduled date. .

3. Grants

- a. SERC GRANT (State Emergency Response Commission)
 - i. Mr. Myers informed the group that some money was spent in regard to this grant (~\$2000 for fair supplies, fair tickets, and "go bags"). Total grant amount is \$3000.00 over 2 years. Mr. Myers inquired if LEPC wants to submit for reimbursement as money is spent or wait until all money is spent to request reimbursement. David Tabb made a motion to submit for reimbursement now for the above listed supplies, Rich Clawson seconded the motion. Motion carried.
- b. HSGP (Homeland Security Grant Program)
 - i. Mr. Green advised grant cycle has ended.
- c. NPSG (Non-Profit Security Grant)
 - i. Mr. Green advised the NPSG is through FEMA and the grant window is closed.
 - ii. Mrs. Jenkins advised Hospice of the Panhandle applied and was denied.
- d. HMEP (Hazardous Materials Emergency Preparedness) Grant
 - i. Mr. Green advised funded by Department of Transportation (DOT) and is on a three-year cycle with a cap of \$20,000 per project. Supplemental funds remain. The projects must be transportation related or hazardous materials nexus to receive funding.

- ii. Mr. Myers advised he applied for a Commodity Flow Study and to update to the Hazardous Materials Plan. Mr. Myers advised he was still waiting to receive word on this grant.

4. Training

State Sponsored Training Courses

Wilderness First Aid Course. 10/15 and 10/17 via zoom, 6pm-10pm. 10/19 in person, 6pm-10pm at Baker Heights VFD 36 Danbury Lane, Martinsburg WV 25401.

WVPST Driver/Operator- Pumper Course. 10/18, 10/19, 10/20, 10/25, 10/26, 10/27 at Bedington VFD 775 Bedington Rd., Martinsburg WV 25401. Friday classes are 6pm-10pm; Saturday classes are 8a-4p.

Pipeline Emergency Response Training/Exercise provided by Paradigm Liaison Services. 10/24, 11:30a-2p at Hilton Garden Inn 65 Priority Dr., Martinsburg WV 25403. Lunch will be provided; registration is required.

Upcoming Local Training

Course	Date/s	Location
Community CPR and Stop the Bleed	11/12/24	JCESA
Community CPR and Stop the Bleed	12/10/24	JCESA

All classes are being held at the Jefferson County Emergency Services Agency (JCESA) located at 419 Sixteenth Avenue, Ranson WV 25438 and start at 6pm.

5. Planning

- a. Mr. Allen reported has not started putting together CAMEO Incident Action Plans (IAP) for TIER II facilities. Jennifer Barre from Environmental Protection Agency (EPA) to assist with this.

6. Tier II Reporting Facilities

- a. Mr. Allen stated we currently have 41 Tier II Facilities that have reported for 2023.

V. New Business

1. Hurricane Helene Aftermath in North Carolina & Hurricane Milton Aftermath in Florida
 - a. Mr. Allen encouraged if anyone wants to help with recovery efforts that members check with Red Cross and Salvation Army before going down to assist. Not aware of any local organization structures doing this currently. Two local contractors left under coordination of FEMA.
2. Conversation held regarding Mass Casualty Event Trailer in Berkely County, status of trailer and availability of trailer for neighboring counties. Mr. Green shared that Donnie Grubb worked with Berkeley County and BMC has agreed to stock the trailer and send available resources ie nurses, doctors, etc. to staff the trailer in the event of an emergency. It is believed that there is an MOU regarding the trailer but details need to be confirm of when and how the trailer can be used. Mr. Green is going to get more information

VI. Member Sharing Time

1. Mr. Green left early but had nothing to add.
2. Mr. Clawson left early but had nothing to add.

3. Dr. Terrence Reidy advised it's flu season, minimal cases in US now, get flu shots now, kills 30-50,000 Americans a year. COVID much less problem, still killed more people last year than flu- older population is more at risk, encourage improving immunity with booster, not nearly as dangerous now since we all have some sort of immunity. Dec 5 years since outbreak in China. Peak in Dec/Jam in previous years but seeing it all through the year, unlike flu and RSV.
4. Mr. Tabb discussed 2012 event "wind event" which resulted in many trees down in the county and communication down for the county within 30 minutes. Mr. Tabb discussed the importance of preparation for such events, including but not limited to knowing where you are, knowing your area and your elevation to be able to anticipate emergencies. Mr. Tabb expressed the importance of knowing what's coming, what you're going to need, how you will do it, if you have needed equipment etc. Mr. Tabb advised there is a current project in Berkeley County working on log dam on the Opequon. Mr. Tabb voiced appreciation for HOTP adding the privacy fence at the perimeter of property. He shared 71% of lost autistic children drown and is very appreciative of HOTP fencing in the pond to assist with this security concern.
5. Mr. Levins shared from a hurricane response there is a need for revision of flood plan to be updated by end of this month and the new superintendent is pushing to get things updated. Staff turnover has led to challenges with ICS team and there is a need to get staff trained up. Mr. Levins inquired about what types of vaccinations staff need for flood response when assisting with clean up. Dr Reidy shared that tetanus vaccinations should always be up to date. Dr Reidy shared that he would take a look at others that might be required. Dr. Reidy shared that most things people would get in flood waters, don't have specific vaccines for but staff should be aware that run off could include animal waste and sewage treatment plans. Dr. Reidy recommended getting an agreement with the Health Dept. to administer vaccines when needed prior to disaster recovery events.
6. Mr. Wilson- inquired about vaccines that might be recommended for swift water team members. Bakerton runs the swift water team. Dr Reidy advised Hep A is good for everyone to have and can be transmitted through water. Dr. Reidy shared that this vaccine wasn't offered until 1999 so it's likely most adults do not have it. Dr Reidy advised this is a good vaccine to have that is administered in 2 shots 6 months apart and lasts a lifetime.
7. Mr. Wonder- State of WV is completing a public health risk assessment survey. Mr. Wonder provided the committee with a QR code today at LEPC and asked all committee members to complete the assessment, due by 10/24. Asks questions in regard to at risk populations, shelter, flood risk, other disasters, etc.
8. Mr. Allen had nothing to share.
9. Mr. Bresland had nothing to share.
10. Mr. Myers voiced appreciation for LEPC members attending and Mrs. Jenkins for serving as secretary. Public affairs coordinator position open with OEM office, reviewing resumes and starting interviews this week.
11. Mr. Jenkins- new fiscal year at federal level. Security/emergency management occupational safety and health internal. Participated in full scale exercise in September with EOC.
12. Mrs. Jenkins shared that HOTP is pursuing an MOU with the VAMC to utilize VAMC as a site to continue business operations should something happen to HOTP buildings/campus. Mrs. Jenkins shared that HOTP will also be competing annual safety training internally for staff in October that includes an emergency/disaster tabletop drill to test current HOTP emergency/disaster plan.

VII. Adjournment – Mr. Tabb moved to adjourn, Mr. Wilson seconded the motion. Motion carried. The meeting was adjourned at 10:37 a.m. The next meeting of the Jefferson County LEPC will be held at 8:15am at Hospice of the Panhandle on Wednesday, December 18, 2024.